

PORT & RESOURCE RECOVERY DEPARTMENT

Brown County

2561 SOUTH BROADWAY
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DEAN R. HAEN

DIRECTOR

PROCEEDINGS OF THE BROWN COUNTY SOLID WASTE BOARD

A regular meeting was held on **Monday, May 20, 2019**
at the Brown County Resource Recovery Facility, 2561 S Broadway, Green Bay, WI 54304

1) Call to Order:

The meeting was called to order by Solid Waste Board Chair John Katers at 2:30 pm.

2) Roll Call:

Present: John Katers, Chair
Mark VandenBusch, Vice-Chair
Michael Lefebvre
Mike VanLanen
Norb Dantine
Bill Seleen
Doug Martin
Dave Landwehr

Un-Excused: Bud Harris

Also Present: Dean Haen, Brown County P&RR
Mark Walter, Brown County P&RR
Chad Doverspike, Brown County P&RR
Samantha Jerome, Brown County P&RR
Sara Beine, Foth
Krystal Clark, Foth
Michael Geiger, Town of Holland

3) Approval/Modification – Meeting Agenda

A motion to approve the agenda was made by Mike Lefebvre and seconded by Norb Dantine. Unanimously approved.

4) Approval/Modification – Meeting Minutes of April 15, 2019

A motion to approve the April 15, 2019 meeting minutes was made by Mike Lefebvre and seconded by Norb Dantine. Unanimously approved.

5) Announcements/Communications

Dean Haen announced that on June 3rd, 2019 a presentation will be given on the Plan of Operation for the South Landfill in the Town of Holland.

6) Asphalt By-pass Lane Around Transfer Station Scale House

Chad Doverspike stated that three different vendors bid on the RFB for the asphalt by-pass lane. Construction on this should be set to begin in July of this year.

Mike VanLanen asked if Brown County would be able to supply asphalt at a cheaper rate than an outside vendor to which Dave Landwehr answered "no". Mr. Haen explained that the Port & Resource Recovery Department has contacted the Public Works Department and was told that there was no time available to assist with the project.

A motion to approve the Asphalt By-pass Lane Around Transfer Station Scale House bid by KCG Excavating for the amount of \$98,457.75 was made by Mike VanLanen and seconded by Doug Martin. Unanimously approved.

7) South Landfill Construction and Operation Evaluation

Mr. Haen explained that a financial review was completed to determine the best way to construct and operation the South Landfill. The analysis was done by staff and verified by a third party CPA whether or not to publicly or privately excavate and construct the Brown County South Landfill. Additionally, the analysis evaluated whether or not to publicly operate the South Landfill. The options to complete this work include: Option #1: the Resource Recovery Department would hire their own employees and buy equipment so that the construction and excavation would be completed publicly, Option #2: would consist of construction using Public Works Department employees but renting the necessary equipment or Option #3: hire a private contractor to complete the entirety of the work.

The financial review found that the least expensive Construction option would be Option #1; however, the staff recommended to the Solid Waste Board that Option #3 be considered to avoid any uncertainty regarding the efforts to amend the BOW Landfill Agreement.

The financial review found that the least expensive Operation option would be Option #1, hiring public employees and acquiring all necessary equipment.

Mr. Haen noted that action on this item will set in motion Table of Organization changes in 2020 and 2021 necessary to support the recommended options.

A motion to approve the South Landfill Construction and Operation Evaluation by approving staff's recommendations for both Option 3: hiring an outside contractor to excavate with one additional staff and Option 1: to operate landfill by county with two additional staff was made by Mike Lefebvre and seconded by Dave Landwehr. Unanimously approved.

8) Designated Fund Balance Adjustment

Mr. Haen stated that Resource Recovery Department has sent in the capital improvement plan for the South Landfill (SLF) project for the year of 2020. Right now, the department has about \$11 million set aside for the phased construction of the South Landfill. The County will need about \$18 million for this project. Currently, the County has \$7.5 million in cash on hand. The department staff is required to keep 10% of cash on hand in operating cash. This would come out to about \$1.5 million for operating cash so the Department is

recommending that the extra \$6 million be transferred from the cash on hand account to the phased construction account in order to have enough funds for the SLF project.

A motion to approve the Designated Fund Balance Adjustment by transferring \$6.0 million from account 1009.199 equity in Cash Clearing to account 1030.100 Cash Restricted for phased construction was made by Dave Landwehr and seconded by Bill Seleen. Unanimously approved.

9) Transfer Station Projects

Mr. Doverspike explained that three bids came in regarding moving the holding tank at the Waste Transfer Station. Two of those bids were rejected due to paperwork issues. The remaining bid amount was 2 ½ times higher than the two other bids that were rejected. Because of this, the Department will reject the remaining bid and start the process over again, making sure that everyone understands the process of bidding.

10) Recycling Markets

Mark Walter stated that the overall recycling markets continue to decline in value. The market is at \$0 per ton for mixed paper and cardboard is dropping about \$5 per ton every month.

In terms of recyclable containers, aluminum has been trending up and down. Other recyclable containers have been less affected by the markets.

11) Staffing

Mr. Haen stated that the Department has promoted a part-time employee to a full-time position and another two part-time employees have been hired. An intern has been hired for the summer which leaves one more intern spot available.

12) Director's Report

Mr. Haen stated that he had no items to discuss.

13) Such other Matters as Authorized by Law

No other matters.

14) Adjourn

A motion to adjourn was made by Norb Dantine and seconded by Dave Landwehr. Unanimously approved. Meeting adjourned at 3:30 pm.

John Katers, Chairman
Solid Waste Board

Dean R. Haen, Director
Port & Resource Recovery Department